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MINUTES

Sixth Meeting

of

SUPPORT SERVICES HISTORICAL BOARD

16 November 1967

1. The Chairman called the meeting to order at 1330 hours. Present were Messrs. [REDACTED]

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[REDACTED] Also present was Dr. [REDACTED] who was introduced by the Chairman to members of the Historical Board and the Historical Officers.

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25X1A9a 2. Mr. [REDACTED] distributed to those present copies of a memorandum which he had sent to Mr. Bannerman in regard to problems inherent in the historical program. In it he pointed out that in all probability it would be necessary to employ more annuitants under contract. This would appear to be especially true in the case of the Office of Communications and the Medical Staff (although the Medical Staff has few, if any, annuitants who could be put under contract).

3. Mr. [REDACTED] said that he would like a progress report 25X1A9a from all offices early in December showing the status of their respective programs as of 30 November. He passed out a copy of the form to be used and stated that offices could make small changes that better suited their purposes.

4. The Chairman again stressed the need for debriefing, pointing out that many people who have been with the Agency for twenty years are now retiring and it is essential to record their impressions while they are still available.

5. The Chairman again mentioned that the final histories should be forwarded to him in two copies. When bound, one copy would be retained in the Office of the Deputy Director and the other in the office of origin. Classification should be determined by the office of origin. In some cases historical papers may be so sensitive that the office of origin may wish to retain the sole copy. In this case a note should be sent to the Chairman setting forth the name of the paper, the date, the office of control and the writer. This information

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JOB NO. [REDACTED] FILE NO. [REDACTED] DOC. NO. [REDACTED] NO CHANGE
IN CLASS/ [REDACTED] DECLASS/ [REDACTED] CHANGED TO: TS SEC RET. JUST 22
NEXT REV DATE OF [REDACTED] 22 TYPE DOC. 30
NO. PG 52 CREATION DATE / CHG COMPOZ OPLI LONG CLASS S
REV CLASS C REV COORD AUTH: HR 70-3

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will be entered in the catalog of DDS histories. Mr. [REDACTED] 25X1A9a added that it might be wise to make more than an original and one copy; additional copies to be held by the office of origin. There would, therefore, be copies available if at a later date further distribution were required or if there were created a central depository for all CIA histories. Mr. [REDACTED] further mentioned that if possible papers should be sent forward with one original and one xerox copy as flimsies are very hard to bind.

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6. Mr. [REDACTED] mentioned papers that had been written by Support elements as contributions to Clandestine Service histories. In most cases these represent Support Service histories and should be forwarded for binding under a Support Service cover with a cross reference notation that they are also included in the Clandestine Service catalog of histories.

7. The Chairman then received progress reports from the various offices as follows:

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a) OC -- Mr. [REDACTED] reported that Mr. [REDACTED] has made considerable progress on the second section of the OC narrative history which will bring the record up to 1951. This should be completed in the early spring. However, Mr. [REDACTED] does not think that he wants to renew his contract after that date so that OC will have to look around for another annuitant to be placed under contract. In this regard Mr. [REDACTED] suggested that [REDACTED] be alerted to the possibility of screening some of the prospective retirees for possible use as consultants.

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b) OTR -- Mr. [REDACTED] reported no progress but hopes to get back to more active writing himself after the first of the year.

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c) OS -- Mr. [REDACTED] reported no progress for the moment but hopes that as soon as he has finished a special report he will be able to give more time to the historical program.

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d) Medical Services -- Mr. [REDACTED] reported no progress. Medical Services are confronted with quite a problem. Technicians will find it difficult to write historical papers and the staff itself is so small that they have no time to do so. Mr. [REDACTED] suggested using an annuitant under contract and Mr. [REDACTED] said that unfortunately they had no annuitants who could be used.

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e) OP -- Miss [REDACTED] reported progress in the Office of Personnel. She said that she had two or three draft papers which were practically in final form which she would like to review with Mr. [REDACTED]

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f) OF -- Mr. [REDACTED] said that unfortunately Mr. [REDACTED] had not been available for historical writing for the past several months but might be able to do some more work after the first of the year. He has made a good start, however, and has drafted the history of the office up to 1953-1954. Mr. [REDACTED] hopes to bring on another annuitant [REDACTED] under contract.

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g) OL -- Mr. [REDACTED] reported that all offices with the exception of one or two were finished with research and in the drafting stage.

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h) ODDS -- Mr. [REDACTED] said that Mr. [REDACTED] was making progress in researching on the origins of the Office of the DDS.

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8. Mr. [REDACTED] asked Dr. [REDACTED] to say a few words and he was kind enough to speak for a few minutes on his background and intimate his interests as consultant over the next year.

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9. The Chairman adjourned the meeting at 1430 hours.

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[REDACTED]
Executive Secretary

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